**Floyd County Department of Inspections**

120 West Oxford Street  PO Box 218  Floyd, VA 24091  
Phone: 540-745-9359  Fax: 540-745-9305

**PERMIT APPLICATION**

1. **Applicant**
   
   Name: _____________________________________  
   Phone: ____________________________________
   
   Company: ________________________________  
   Cell: ____________________________________
   
   Address: __________________________________  
   City: _______  State: _______  Zip: _______
   
   Email Address: ________________________________________________

2. **Owner (If different than above)**
   
   Name: _____________________________________  
   Phone: ____________________________________
   
   Address: ____________________________________  
   City: _______  State: _______  Zip: _______
   
   Email Address: ________________________________________________

3. **Address of Property**
   
   (E911 Address will not be issued until a footing inspection is complete)
   
   Address: ___________________________________  
   Tax Map#: ________________________________
   
   (Road driveway comes off of)
   
   City: _______,  State: _______  Zip: _______
   Magisterial District: ________________________

   Subdivision & Lot # (If Applicable):
   Directions: ________________________________________

4. **Proposed Work**

   - [ ] New Dwelling  
   - [ ] New Dwelling-Modular  
   - [ ] Addition/Renovation  
   - [ ] Garage/Carport  
   - [ ] Singlewide  
   - [ ] Doublewide  
   - [ ] Triplewide  
   - [ ] Other (Please Describe): ________________________________

   **Type of Permits Needed:**  
   - [ ] Building  
   - [ ] Electrical  
   - [ ] Plumbing  
   - [ ] Mechanical
Department of Inspections
COUNTY OF FLOYD
120 West Oxford Street
P O BOX 218
FLOYD VA 24091
PHONE: 540-745-9359   FAX: 540-745-9305

The Floyd County Building Inspector performs inspections on all construction in all areas of Floyd County.

Inspections may be scheduled Monday thru Friday by calling our office at (540) 745-9359.

A 24 hour notice must be given in advance on ALL inspections. NO inspections will be made on the same day of the call in. It is helpful if you give us your building permit number and the name of the owner of the project. We realize your project is important and timing is critical. We do our best to respond as quickly as possible. Inspections are not performed on weekends.

**PLEASE NOTE – A re-inspection fee will be added if work is not complete for inspection or accessible upon arrival, unless weather related. If you call in for a footer inspection and you have already poured concrete, you will be asked to dig the footer back out and after that has been completed you will need to call back for a re-inspection. (There will be a re-inspection fee)

The fee for re-inspection is $25.00 plus 2% State Surcharge.

I have acknowledged the above statement and understand that I am to give a 24 hour notice of all inspections. I also understand that there is a fee for re-inspection if work was not completed when the inspector arrives. I will also relay this letter to my sub-contractor and/or homeowner.

__________________________  _______________________
OWNER/AGENT SIGNATURE   DATE